

**NOAA
ACCESS REQUEST FORM
FORECAST SYSTEMS LABORATORY (FSL)**

Rev. 03/19/02

NAME: _____ FSL MAIL CODE: _____

SSN: _____ ROOM/PHONE: _____

ACTION (Check One): ☐ ADD ☐ REPLACE

TYPE (Check One): ☐ FEDERAL EMPLOYEE ☐ AFFILIATE

CITIZENSHIP (Check One): ☐ UNITED STATES ☐ FOREIGN NATIONAL
(If checked, complete after hours request)

DUTY HOURS (Check One): ☐ BUSINESS HOURS (6:00 am to 6:00 pm) ☐ 24 HOUR ACCESS

STATUS LEVEL:

- ☐ **NOAAEXT** (All exterior doors)
- ☐ **FSLAD** (2B506,2B201,2B202,2B518,2B203,2B505,2C304,3C302,3C303,3C403,3C404/3C405)
- ☐ **FSLALL** * (2B201,2B202,2B203,2B204,2B301,2B302,2B303,2B304,2B505,2B506,2B518,2B519,2C304,3B811,3C302,3C303,3C403,3C404/3C405)
- ☐ **FSLAUX** (2B203,2B505,2C304,3C302,3C303,3C403,3C404/3C405)
- ☐ **FSLDD** (2B301,2B302,2B303,2B304,3C303,3C404/3C405)
- ☐ **FSLEX1** (2B201,2B202,2B203,2B204,2B301,2B302,2B304,2B505,2B506,2B518,2B519,2C304,3B811,3C302,3C303,3C403,3C404/3C405)
- ☐ **FSLMAIN** (2B201,2B202,2B203,2B204,2B505,2B518, 2B519,2C304,3C302,3C303,3C403,3C404/3C405)
- ☐ **FSLD/AR** (3B811,3C303,3C404/3C405)
- ☐ **FSLTABLE** (Table Mtn. Field Site,2B203,2B505,2C304,3C302,3C303,3C403,3C404/3C405)
- ☐ **FSLWX/FC** (3C303,3C404/3C405)

JUSTIFICATION (For Status Levels other than NOAAEXT):

REQUESTING OFFICIAL:

Name/Title: Division Chief	Signature:	Date:
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AUTHORIZING OFFICIAL:

Name/Title: Sandra J. Aschert/Administrative Officer	Signature:	Date:
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DOC SECURITY APPROVAL: _____ **DATE:** _____
(For Affiliates Only) Wendy Monroe, DOC Security, MRS

*CONCUR FSLALL: _____
A. E. MacDonald, Director, FSL

SECURITY INVESTIGATION CHARGE:
Org.# _____ Proj.# _____

EMPLOYEE EMERGENCY CONTACT:

NAME:	DAYTIME PHONE NUMBER:
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SIGNATURE: _____

This signature certifies that the above named Federal employee/Affiliate has received his/her PIN/ID to access the exterior doors and if needed, access controlled, interior rooms in the David Skaggs Research Center at 325 Broadway, Boulder, Colorado. Federal Employee/Affiliate agrees to keep his/her PIN/ID confidential.

**AFTER HOURS ACCESS FOR FOREIGN NATIONALS
(FOR DAVID SKAGGS RESEARCH CENTER ONLY)**

Name: _____ Commerce Bureau: _____

Name of Commerce Sponsor: _____ Phone: _____

Country of Citizenship: _____

Period of Visit: From _____ to _____

Location (Rms.) to be Accessed: _____

Justification for Access:

Concurrence:

Kent L. Groninger, Executive Director/OAR

Susan L. Sutherland, Director/MASC

Michael S. Loughridge, Director/NGDC

Comments:

Please hand carry to the next Director for signature.

After all applicable Directors have approved/dissapproved this request, please return to FSL Administrative Officer who will forward to Wendy Monroe in the DOC Security Office, mail code MRS.

FSL SECURED ROOMS

<u>Room Description</u>	<u>Room Number/Access Hours</u>
FSL Main Computer Room	Rm. 2B201 -- Locked 24 hours
FSL Computer Rm Overflow	Rm. 2B202 -- Locked 24 hours
FD Wet Lab Auxiliary Comp. Rm.	Rm. 2B203 -- Locked during off-hours
FSL Equipment Staging Room	Rm. 2B204 -- Locked 24 hours
DD Profiler Control Center	Rm. 2B301 -- Locked during off-hours
DD Profiler Computer Room	Rm. 2B302 -- Locked during off-hours
DD Profiler Laboratory	Rm. 2B303 -- Locked during off-hours
DD Profiler User Room	Rm. 2B304 -- Locked during off-hours
AD/FRD Auxiliary Computer Rm.	Rm. 2B505 -- Locked during off-hours
Aviation Staging Room	Rm. 2B506 -- Locked 24 hours
FSL Main Auxiliary Computer Rm.	Rm. 2B518 -- Locked 24 hours
ID/MD/SDD Auxiliary Comp. Rm.	Rm. 2C304 -- Locked during off-hours
OD/A&R Auxiliary Computer Rm.	Rm. 3B811 -- Locked 24 hours
MD/SDD Auxiliary Computer Rm.	Rm. 3C302 -- Locked during off-hours
Weather Room (access to Wx. Obs.)	Rm. 3C303 -- Locked 24 hours
MD/SDD Auxiliary Computer Rm.	Rm. 3C403 -- Locked 24 hours
Forecast Center	Rms. 3C404/3C405 -- Locked during off-hours